



OFFICE OF HOMELAND SECURITY
GRANT MANAGEMENT MEMORANDUM

2008-010

Date: April 2, 2008

To: All Governors' Office of Homeland Security (OHS) Grantees

From: Grants Management

RE: FY 2007-2008 Prop. 1B Governing Body Resolution

OHS has made the following change to the requirement of submitting the governing body resolution:

Applications for projects seeking funds allocated pursuant to Gov Code § 8879.58(a) (3) and Gov Code § 8879.58(a) (2) will require a governing body resolution. OHS will not require applicants to list each project on the governing body resolution, however, all resolutions must reference "FY 07-08 Prop. 1B-6061-002" in place of listing each project.

Any direction in the CTS GP-CTAP Program Guidelines and Application Kit dated March 13, 2008, which is inconsistent with this memorandum is hereby rescinded.

Sincerely,

Larry M. Davis, Deputy Director
Grants Management



OFFICE OF HOMELAND SECURITY
GRANT MANAGEMENT MEMORANDUM

2008-007

Date: March 24, 2008

To: All Governors' Office of Homeland Security (OHS) Grantees

From: Grants Management

RE: FY 2008 Prop. 1B 60% IJ Submittal and Disbursement Process

The Governor's Office of Homeland Security (OHS), as the State Administrative Agency (SAA), has made the following changes to the investment justification submittal and disbursement process:

Applications for projects seeking funds allocated pursuant to Gov Code § 8879.57(a) (3) must be submitted to OHS. Projects that seek Gov Code §§ 8879.57(a) (2) and (a) (3) funds may be combined but those portions of the projects involving Gov Code § 8879.57(a) (2) funds must be submitted through and approved by the appropriate county transportation commission.

After the project has been accepted, the Agency will be issued an award letter followed by the warrant. After the award letter is received the Agency has up to two weeks to complete and submit the workbook to the Office of Domestic Preparedness (ODP) portal. The Agency will submit a bank statement with each biannual performance report showing the funds in a separate interest bearing account. The performance report and bank statement will be uploaded onto the ODP portal.

Even when not required, applicants are encouraged to submit copies of applications to their respective county transportation agency. OHS values the inputs of county transportation commissions, but does not require any action on their part prior to determining project eligibility and otherwise acting to disburse funds. However, as described above for projects seeking Gov Code § 8879.57(a) (2) funds applications must be submitted through the county transportation agency.

Any direction in the CTSGP-CTAP Program Guidelines and Application Kit dated March 13, 2008, which is inconsistent with this memorandum is hereby rescinded.

Sincerely,

Larry M. Davis, Deputy Director
Grants Management